

**CITY/COUNTY JOINT COMMISSION
ON
SHARED SERVICES INITIATIVES**

MINUTES

November 11, 2010

COMMITTEE: Joint Commission on Shared Services Initiatives

DATE: November 11, 2010 | **TIME:** 7:30 a.m. | **LOCATION:** North Conference Room, City Hall

COMMITTEE CHAIR: Dave Duax

RECORDER: Linda DesForge

Commission Members Present:

City: Dave Duax, Jackie Pavelski

County: Gregg Moore, Gerald Wilkie

School District: Carol Craig, Kathryn Duax

Commission Members Absent: Kerry Kincaid, Colleen Bates, Adam Shiel

Staff Present: Tom McCarty, Mike Huggins, Ron Heilmann, Richard Thoune, Michael Branco,
Jeanna Allen, Linda DesForge

Others Present: Jim Fey, Phil Fey, Wilhelmina Fischer

AGENDA ITEM #1: Call to Order.

Chairman Dave Duax called the meeting to order at 7:31 a.m.

AGENDA ITEM #2: Approval of minutes of Joint Commission on Shared Services Initiatives meeting of October 14, 2010.

ACTION: Jackie Pavelski made a motion to approve the minutes as presented. Jerry Wilkie seconded the motion and the motion carried.

AGENDA ITEM #3: Consideration of selecting an alternative meeting schedule for 2011.

The Commission members discussed changing the meeting dates for the upcoming year. They agreed to change the meeting dates from the second Thursday of each month to the fourth Thursday of each month, beginning in January 2011. They will continue to meet at 7:30 a.m. and alternate between the County Courthouse and City Hall.

AGENDA ITEM #4: Review of the status and funding of the City/County Health Department/Eau Claire Area School District understanding to meet the statutory requirements for K-12 public health services.

Richard Thoune handed out a fact sheet regarding the School Health Program. Public health nurses work together with school staff, parents/guardians and healthcare providers to address health needs of students in the schools. It is implemented as a "consultation" model – not a "hands-on care" model. There are different models across the state, but most use this model. The funding comes out of the tax levy.

The City/County Health public health nurses each spend a portion of their time providing school health services and consultation for approximately 20,000 students enrolled in 36 Eau Claire County public, private and parochial schools. Scheduled hours in each building range from one to nine hours per week. Eau Claire presently has 1.1 registered nurses at each school. Due to chronic health issues, the need has grown. There is a significant void in this area.

A question was raised that, given the cost is shared between the City and County, how do we include the School District?

Mr. Thoune informed the Commission that the Health Board is considering creating a School/Health Coalition to look into all these issues. The first meeting would identify the charges.

The Commission would like an update once the Coalition has been meeting for a month.

AGENDA ITEM #5: Update on the short/long term space planning options for the City/County Health Department, including a space comparison to other counties.

Richard Thoune handed out a Comparative Analysis of Space Allocation Among Local Health Departments. The Analysis shows other Health Departments' size vs. space as they compare to Eau Claire.

Eau Claire's Health Department is at Level III status, as are the other Health Departments in the analysis. Level I status meets basic requirements, while Level II and III must address between one and three objectives from each section of the current state health plan, *Healthiest Wisconsin 2020*. Eau Claire has 19 program areas. Each has multiple functions.

The City and County determine the Board of Health tax levy disbursement, and the Board of Health determines how funds are spent.

The County Building Committee will be looking further at how to give a 19% increase in space. There are many variables to the equation, such as unfunded mandates, moving from Level III to Level II, sending lab work out, reducing staff, etc.

Zimmerman Architectural Studios is doing the space study. The study will also include a recommended design space at an offsite location.

It was the consensus of the Commission to postpone further discussion of this item until the February meeting once more information is made available.

Dave Duax left at 8:50 and asked Gregg Moore to preside over the meeting.

AGENDA ITEM #6: Discussion of potential for School District/City shared services initiatives regarding student transit and transportation policies.

Carol Craig and Jackie Pavelski met with Mike Branco, Transit Manager of Eau Claire City Transit, and James Fey, Director of Student Transit on August 5. A summary of the meeting was handed out to Commission members.

At that meeting they discussed various difficulties as well as possible ideas to explore, including the following:

- purchase of bulk fuel;
- work together when areas have been defined as "hazardous" for students;
- explore field trips, summer school, special transportation options;
- encourage more use of student passes via parental education;
- examine how other cities have planned and implemented city-school partnerships; and
- determine if school busses and city busses "duplicate" routes; look at if/how this might be made more efficient.

Gerald Wilkie left the meeting at 9:10 a.m.

Mike Branco explained that there are stringent rules with public transportation. Jim Fey added that public perception is that children should not be transported on anything other than a yellow school bus.

After much discussion, the Commission decided to look further at the six possibilities, especially the 5th bullet, “examine how other cities have planned and implemented city-school partnerships”.

Staff will provide a memo at the Commission’s December meeting regarding the feasibility of potential School District and City shared services initiatives with student transit.

AGENDA ITEM #7: Discussion of future agenda items.

This item was not discussed at this meeting.

AGENDA ITEM #8: Adjournment.

ACTION: Jackie Pavelski made a motion, seconded by Kathryn Duax, to adjourn the meeting. The motion carried, and the meeting adjourned at 9:23 a.m.

| FUTURE MEETING DATES: | TIME: | LOCATION: |
|------------------------------|--------------|------------------|
| Thursday, December 9, 2010 | 7:30 a.m. | Courthouse |
| Thursday, January 27, 2011 | 7:30 a.m. | City Hall |
| Thursday, February 24, 2011 | 7:30 a.m. | Courthouse |